

NEOGS EXHIBITOR INFORMATION SHEET

SET UP TIME: Meeting registration begins at 7:30 a.m. on Wednesday, October 16, 2024. Exhibitors usually arrive between 6:45 and 7:00 a.m. to setup their displays. Should you need to setup the night before the meeting, please contact Joanne Beaudoin, NEOGS Administrative Assistant (jbeaudoin@neogs.org or 207-838-4678).

EXHIBITING TIMES: Physicians visit the exhibitors prior to the beginning of the meeting, during the morning break and during the lunch break. Exhibitors leave following lunch as there are no breaks in the afternoon. Lunch is served to the exhibitors after the attendees have eaten.

SHIPPING INFORMATION: Items should be shipped to:
Sturbridge Host Hotel
366 Main Street
Sturbridge, MA 01566
Phone: 508-347-7393

Please write the name of the company representative who will be picking up the items, as well as "NEOGS MEETING, October 16, 2024" on all of the boxes shipped.

ELECTRICITY: If you need to be near an electrical outlet, please let me know at least one week prior to the meeting.

If you have other questions, please feel free to me at 207-838-4678.

Joanne Beaudoin
NEOGS Administrative Assistant